



# NORTH CHESHIRE JEWISH PRIMARY SCHOOL

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## Welcome to NCJPS

Dear Parents

Welcome to North Cheshire Jewish Primary School. The school team look forward to working with you to support your child in their journey through primary school. It is amazing how quickly the children go from Reception to Year 6 and we aim to make that time exciting, enjoyable and challenging for your child.

As a team we work to ensure that our children achieve high standards, academically, socially and creatively. This is achieved through a combination of new and traditional teaching methods, high expectations of the children and an effective working partnership with our parents.

This booklet is just to inform you about some of the school rules and procedures that support your child in settling into the school and to help your child access fully all that the school has to offer.

Our experience shows that children who gain the most from their time at school have parents who fully commit to the school expectations and take part in school activities. If there are any queries or worries the class teachers and I are always happy to meet with you.

Best wishes

Michael Woolf



## **In the Morning – the daily routine**

Your child should be brought to school by an adult and be in the main playground ready to line up with their class at 8.45am when the whistle goes. They will be met by their class teacher, who will take the class into their classroom. We ask that you step back from the line and allow your child to come in with the teacher and without a fuss!

If you have any messages or queries please see the teacher – she will be happy to speak to you but only **very** briefly at this time. However, if you need more than a quick word please make an appointment. The teacher needs to be able to work with the class promptly at the beginning of the day. A written note is often the best form of communication and can be referred back to during the school day to jog the teacher's memory. Despite their best intentions, staff cannot carry numerous verbal messages accurately in their heads whilst thinking about all the arrangements for the day ahead.

## **Arrangements for the 'settling in' period**

During week beginning 4th September, your child will start school at an individual designated date and time so that they can be given full attention from the class teacher as they arrive. They will then continue with normal school hours after this time.

You are welcome to settle them into the class for these introductory visits by helping them to hang up their belongings. Please try not to prolong your 'goodbyes' as this can be unsettling for the children.

From 12<sup>th</sup> September we ask that the children start to line up alongside Key Stage One pupils and come into school as described above.

The details of the dates and times of these sessions will be sent to you.

## **Attendance again!**

Good timekeeping is very important and you should encourage your child to get into school on time right from the beginning. If for any reason you arrive late you should report to the School Office before going to the classroom. It is also very important that children are collected on time. They will often get very worried about being late or left behind when other children have gone. Please inform us if you are going to be delayed.

For safety reasons, we also ask you to let us know the reason when your child is absent from school by telephoning the school on the first day of absence. The answer phone system will request that you leave a message on our attendance line to report an absence.

We are required by law to monitor lateness and attendance and report regularly to our Education Welfare Officer, who will visit families when attendance is a problem. Unauthorised time taken is noted and will go on your child's records.

School is open for just 39 weeks a year, and family holidays should not be taken during term time. The Headteacher, for exceptional circumstances only, may be prepared to authorise additional absence, however permission should always be sought. Please use the official Request for Absence Forms from the School Office or from the school website which must be completed and returned to the Headteacher for authorisation. You may be contacted by a Governor to discuss your request.

## Uniform

All items of clothing should be **clearly marked with your child's name** including coats, hats/scarves/gloves and kippot.

School sweatshirts, cardigans and polo shirts can be ordered at anytime using the on-line Scopay system as well as book bags, PE bags and kippot.

The wearing of tzitzit is encouraged along with kippot.

If you ever have any financial difficulties in purchasing uniform please talk privately to staff in the school office who will try their best to help. Good quality second hand uniform is often available.

We do not allow jewellery to be worn at school, both because it causes distress if damaged or lost and because it can be a danger to your child and others. The only exceptions to this, at your own risk, are watches and studs for pierced ears. However as per Stockport LA guidelines earrings **MUST** be removed during PE lessons.

## Illness and Medicines

There will doubtless be days when your child, whilst not ill enough to be in bed, is definitely under the weather. If he or she has not slept well, has been sick, had diarrhoea or has a bad cough or cold or any combination of these, please do not send them to school. Coughs and colds, etc. spread rapidly to the other children. For sickness and diarrhoea there is a school policy that children should stay at home for 48 hours after the last episode to stop the spread of the illness. Two or three days at home at the beginning of an illness can often prevent a later absence of a week or more.

There may be the rare occasion when your child has to take medication although they are well enough to be in school. Reception children can only be administered medication that is prescribed to them. We have agreed to dispense medicine under very controlled circumstances to ensure absolute safety. If you need to bring medication into school you must take it in to the school office and complete a consent form. Without this authorisation we will not dispense medication. Please see the Medical Conditions Policy on the school website.

Please always request antibiotics which can be taken three times a day and therefore school does not need to be involved in administering this.

We want to care properly for your child. Our first aid staff are excellently trained and qualified. You will be informed of any treated head bumps or minor injuries via a 'red slip.' If we think you are not picking up at school that day we may also phone you if there is any particular concern or to check you received the red slip. We do not have a Nurse on site, however appointments can be made with our Community School Nurse, on request.

Please ensure that you keep us up to date with any medical information concerning your child. We may need to complete a special medical plan for children with certain conditions in liaison with our school nurse. We would like to know straight away if your child has been hospitalised for asthma, even if it is usually managed well.

## Doctors, Dentists and Orthodontists

These visits should be arranged out of school hours if possible. Should it be necessary for a pupil to leave the school premises during the day, a written note must be given to the class teacher which be sent to the office. This way the correct absence codes can be recorded.

## **Changes in circumstances**

If anything upsetting or out of the ordinary has happened at home please let us know. These things are often reflected in a child's behaviour and a brief explanation will be treated confidentially and will help us to understand and sympathise where appropriate.

## **Items from home**

Please do not send your child to school with toys or games. The school has plenty of equipment and playground games. Children's personal toys can cause problems and may get broken or lost. An exception to this may be when your child's teacher asks for items to help with a class project or a 'show and tell' activity. These will always be requested by the teacher and be well looked after.

## **Home/ School communication**

Communication between the school and parents is obviously very important. Teachers will email a weekly digest explaining topics to be covered that week, as well as important dates and information for the weeks ahead.

We use an email system to send out regular school letters and a great deal of information can be attained through our website: [www.ncjps.org.uk](http://www.ncjps.org.uk) We may on occasion also text you but this will tend to be regarding emergency health and safety situations only e.g. enforced school closures for a boiler failure or water problem. Please ensure you keep us up to date with your email and mobile contact details.

## **School Milk and Fruit Scheme**

Children under five are entitled to free school milk and all Key Stage 1 children have a free piece of fruit daily under a government subsidised scheme. Please let us know if your child cannot drink milk or has food allergies. Children should not bring any snacks or food to school – this is particularly important in relation to kashrut and children's food allergies.

## **PTA**

All parents automatically belong to the NCJPS parents association, who work tirelessly to support the school. They organise the annual Summer Fair, as well as other fund raising and social events for children and their friends and families throughout the year. Your active help and support will be greatly appreciated.

## **Behaviour**

We are here to help all pupils and we strive to encourage good behaviour and kindness and consideration for others at all times. Our 'It's Good to Be Green' behaviour scheme provides an effective way to promote positive behaviour in the classroom as well around the school. It allows for recognition of pupils who behave appropriately, while keeping track of pupils who find it harder to meet the school's behaviour code. It is a fair and consistent approach. It ensures that pupils know the rules and behaviour expected in school regardless of what classroom they are in or who is teaching them.

It may be necessary to involve appropriate outside agencies to assist in supporting us. Please see our school Behaviour Policy regarding behaviour at [www.ncjps.org.uk](http://www.ncjps.org.uk)

## **Curriculum**

At North Cheshire we recognise that your child is unique, with special talents and needs. The staff and governors work together to provide each child with the opportunities to develop to their full potential in a safe and happy environment.

We offer children challenges that encourage them to grow into confident and caring adults with thoughtful, enquiring minds and with the emotional and academic skills required to enable them to challenge the demands of an ever changing world.

We will encourage your child to develop knowledge, skills and the ability to question and communicate appropriately by offering a broad and balanced curriculum, carefully planned to incorporate children's various learning styles.

Within the intimate setting of a caring faith school, additional classroom support and well- resourced classrooms, the children at North Cheshire are taught by experienced and dedicated staff with very high expectations of behaviour and achievement.

The curriculum and assessment of progress is set by the Government.

### **Foundation Stage (Birth to 5 – continuation from Nursery)**

#### **Prime Areas**

Personal, social and emotional development

Physical development

Communication and language

#### **Specific Areas**

Literacy

Mathematics

Understanding the world

Expressive arts and design

#### **End of Foundation Stage: Assessment**

The Reception year is the final year of the Foundation Stage. The Foundation Stage year is about well-planned play activities to develop all areas of the curriculum both inside and outside the classroom. There is a balance of teacher and child initiated activities. There are set times of the day where the children are involved in planned activities to develop skills for early learning goals, they are then given the opportunity to develop these skills independently during child initiated play. Much of the planned activities are linked to the key topic for the half term.

Your child will gain in confidence, skills, knowledge, understanding and independence during their first year in school. They will be active learners and encouraged to learn through practical exploration and play. It is essential that as teachers and parents we work together and if you have any questions or queries you do not hesitate to come and see us.

## **Special Needs**

All children are helped to reach their potential. Children learn and develop at different paces and will be supported as required. Please try not to compare or spend dinner parties talking about "reading books". Children need to find learning an enjoyable experience. Try not to show any anxiety you may have about their progress or to pressurise your child to try to accelerate their learning. Encourage board games, singing, counting and sharing activities.

## **Extra-Curricular Activities**

There are a limited number of extra-curricular activities for Reception children as they are very tired in their first year. However, there are a few lunch clubs eg Ballet that the children can take part in. Please look out for the email and letters concerning these clubs.

## **Reading**

Reading has a variety of teaching methods in line with the governments recommendations following on from the Rose Review. Reading is taught by a combination of methods:

Introduction to high frequency words

Books – picture books, words, sentences

Phonics – a variety of methods

Rhymes and songs and poems to learn

Patterns and sounds of words

## **Reception Class Assessments**

The Reception Class teachers will be taking into account Nursery records and will begin an ongoing journey of assessment. This will give a good indication of your child's progress within the Foundation Stage.

There will be Parents' Evenings in the autumn and spring term where progress and future targets will be discussed. You will also receive a mid-year report and an annual report.

## **Jewish Studies Contributions**

As with all voluntary aided schools, like North Cheshire, the Governors are obliged to fund Jewish Studies and Ivrit Staff members exclusively from these contributions. The contributions also fund extra secular staff in order to support secular studies and thereby ensure that North Cheshire continues to maintain its excellent academic results. In addition, although we do negotiate for capital grants, the Governors are still responsible for at least 10% of the cost of repairs and improvements together with the costs of the school's comprehensive security provision.

Therefore your contributions fund staffing, security and building and repair work. Please ensure that fees are paid regularly as this safeguards the very best education for your child.